

**UNEMPLOYMENT  
INSURANCE  
AGENCY**

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## UIA Offers Online Services for Employers

The state of Michigan and the Unemployment Insurance Agency (UIA) continually look for ways to improve and reduce the costs of state services for employers, while making them more efficient, customer friendly and easier to use through new technology. With that in mind, the state and UIA have expanded their online services to employers.

The improvements to UIA's online services reduce report-filing time for employers and trim costs for labor, printing and postage. Less processing time also produces cost savings for UIA and speeds up agency services, allowing employers to quickly receive new business start-up information and comply with filing requirements.



### **e-Registration for Michigan Taxes through the Michigan Business One Stop web portal**

Employers can now register online for most Michigan business taxes, including a UIA employer account number. While the paper application processes could take as long as six weeks for each application, e-Registration completes the process in days. With the e-Registration process, employers can electronically file:

- Form 518 – application for treasury and unemployment taxes
- UIA Schedule A – application for UIA employer account number
- UIA Schedule B – application to register business transfers, acquisitions and mergers
- UIA 151 – Power of Attorney to authorize a representative

To use the online e-Registration application, you will need a federal employer identification number (FEIN). You will also need to register for a Michigan Business One Stop account. For more information about e-Registration, visit UIA's website at [www.michigan.gov/uia/0,1607,7-118--89978--,00.html](http://www.michigan.gov/uia/0,1607,7-118--89978--,00.html). For more information about Michigan Business One Stop, visit [www.michigan.gov/business](http://www.michigan.gov/business).



### **Employer Web Account Manager (EWAM)**

Employers can perform a variety of UIA functions and access their unemployment tax account information online. Through UIA's EWAM website and the Michigan Business One Stop, Michigan employers can perform routine filing and business maintenance transactions, such as:

- File their Quarterly Tax Reports (UIA 1020) or Reimbursing Quarterly Payroll Reports (UIA 1020-R) online. Employers must submit whichever form is appropriate each quarter. There are two online options for filing UIA 1020 and/or UIA 1020-R:
  - A single report filing option; and
  - A file submission method convenient for larger employers who are submitting reports for multiple UIA accounts.
- Pay UIA taxes and reimbursements online. Contributing employers can pay their quarterly state unemployment taxes online, and reimbursing employers can also pay their quarterly UIA reimbursements online.
- Request and view employer statements, such as *Summary of Benefit Charges and Credits* (UIA 1770) and *IRS Certification of Account* (940C).
- Access and update their employer UI account information, such as *change of address and power of attorney*.
- View tax rates, payments and report history.

- Submit a protest for a tax issue or an unemployment claim.
- Use the Employer Filed Claims service to file mass claims for their laid-off employees.
- Respond to fact finding questions regarding an unemployment claim.
- File a seeking work waiver for unemployed workers.
- Report a discontinuance or transfer of business.
- File quarterly Wage Detail Reports (UIA 1017) online. All Michigan employers are required to submit a Wage Detail Report to UIA each quarter. It reports the name, Social Security number and quarterly wages for each employee. There are two online options for filing the UIA 1017:
  - A 1017e option geared to smaller employers; and
  - An Employer File Submission method convenient for larger employers.

### **First create a web account for EWAM**

To take advantage of the EWAM website, an employer must first create a secure web account for exchanging information online with UIA. To create the account, employers will need a UIA employer account number. (If an account number is needed, please see “e-Registration for Michigan Taxes.”) Once UIA confirms the employer’s identity, the agency will mail the employer a letter with a password. The letter will go to the employer’s business address of record with the agency.

With the password and UIA account number, the employer can log into EWAM and access the various online services. The employer is the owner of the web account and can add other users from within or outside the company, allowing them to access EWAM and perform online business transactions with UIA on the employer’s behalf. Through EWAM employers can also delegate authorizations to new users and enter power of attorney authorizations.

To set up an employer web account, visit: <https://webacct.unemployment.state.mi.us/>.

UIA’s online services for employers are available from 7:00 a.m. on Monday until 7:00 p.m. on Saturday.

### **Questions?**

For answers to questions about UIA’s various online services to employers contact the appropriate unit listed below:

<u><b>Unit name</b></u>	<u><b>Phone</b></u>	<u><b>Email address</b></u>
EWAM Support UIA’s online services for employers	(313) 456-2188	<a href="mailto:EWAMSupport@michigan.gov">EWAMSupport@michigan.gov</a>
Wage Reporting Unit UIA’s online 1017 service	(313) 456-2760	<a href="mailto:Wagerecords@michigan.gov">Wagerecords@michigan.gov</a>
Employer Filed Claims	(866) 845-0077	<a href="mailto:Employerfiledclaims@michigan.gov">Employerfiledclaims@michigan.gov</a>
Michigan Business One Stop Customer Assistance Center	(877) 766-1779	<a href="http://www.michigan.gov/business/0,1607,7-255-49512-187651--,00.html">http://www.michigan.gov/business/0,1607,7-255-49512-187651--,00.html</a>

DELEG is an equal opportunity employer/program. Auxiliary aids, services and other reasonable accommodations are available upon request to individuals with disabilities.



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